

HEADQUARTERS US AIR FORCE  
Assistant Chief of Staff, Intelligence  
Washington, DC 20330

INOI 200-1  
22 September 1978

## Intelligence Activities

### DEBRIEFING OF AIR ATTACHES

This INOI prescribes procedures to determine the need to debrief the principal and assistant air attaches at the completion of a tour of duty and applies to all AF/IN-AFIS elements.

1. POLICY. AF/IN-AFIS staff elements will evaluate the need to debrief each returning principal and assistant air attache upon completion of a tour of duty with the Defense Attache System (DAS).

#### 2. RESPONSIBILITIES.

##### a. Directorate of Attache Affairs (AFIS/INH) will:

(1) Elicit an End-of-Tour Report using the format prescribed at attachment 1 from each returning principal and assistant air attache 6 months prior to the end of tour.

(2) Coordinate the End-of-Tour Report with each major AF/IN-AFIS staff element to determine a need for debriefing.

(3) Coordinate with other interested agencies throughout the intelligence community if a decision is made within AF/IN-AFIS to return the individual for debriefing.

(4) Advise the attache whether he will be debriefed and, if so, provide a tentative schedule and the subject matter to be discussed.

(5) Arrange for temporary duty (TDY) and establish briefing schedules when the need exists.

(6) Obtain ACS/I, Deputy ACS/I approval for each debriefing.

##### b. Directors, Commander and Group Chiefs will:

(1) Review the End-of-Tour Report to determine their requirement to debrief.

Supersedes INOI 200-1, 15 April 1975  
OPR: AF/IN (Prepared by AFIS/INH)  
DISTRIBUTION: A

\*This INOI is rescinded.

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(2) Specify to AFIS/INH the amount of time desired for debriefing, the general subject matter to be discussed, and the identity of the debriefing officer (if known) or office.

(3) Specify to AFIS/INH if a debriefing is not desired.

### 3. PROCEDURES:

a. AFIS/INH will establish procedures to obtain End-of-Tour Reports from each attache 4-6 months prior to end of tour.

b. End-of-Tour Reports will be circulated to major staff elements approximately 3 months prior to end of tour for a debriefing determination.

c. The format at attachment 2 will be used to circulate the End-of-Tour Report.

OFFICIAL



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Assistant Chief of Staff, Intelligence

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1. End-of-Tour Report Outline
2. Format

## END OF TOUR REPORT OUTLINE

The report will be addressed to Air Force Intelligence Service/INH, Ft Belvoir, VA 22060, and classified according to content. It can, perhaps, best be described as a concise history of your tour plus applicable peripheral topics. The following guide should not be considered an all-inclusive outline, but is furnished to afford a degree of standardization and provide a framework of data you may wish to consider. Add any other topics you wish but comment or indicate no comment where you have no substantive inputs.

This report will be used to improve the tour as an air attache; be candid and make suggestions where you believe improvement can be made.

## 1. SELECTION PROCESS:

- a. Prerequisites.
- b. Volunteer status (as opposed to directed duty/or combination of both).
- c. Family considerations.
- d. Adequacy.
- e. Panel process.

## 2. TRAINING:

- a. Attache Course - Defense Intelligence School (DIS).
- b. Language.
  - (1) Location of language training.
  - (2) Quality of training and adequacy on station.
  - (3) Continued training after arrival.
  - (4) Value of in-country training before assignment as air attache.
- c. Briefings (pre-tour by AF/IN and Air Staff).
- d. Specialized Training.
  - (1) Aircraft checkout when required.
  - (2) Foreign Military Sales (FMS).

e. Orientation/Training for Wife.

(1) Language.

(2) DIS.

3. CONDITIONS:

a. Housing (specify type - gov't, gov't lease/private rental), comment on adequacy - problems.

b. Schooling for Dependents.

c. Housing Allowance.

d. Contact Funds.

4. CAREER IMPACT:

a. Performance Reports.

b. Promotion Opportunities.

c. Promotion Obstacles (document).

5. RELATIONS ON STATION WITH:

a. Ambassador.

b. Embassy Officials.

c. SRF.

d. Unified/Specified Commands.

e. Foreign Attaches.

f. Military Assistance Advisory Group (MAAG)/Military Groups (MilGps).

g. Defense Intelligence Agency (DIA).

h. Defense Attaches (DATT)/Service Attaches.

i. Service Headquarters.

6. SUPPORT: (Be specific, particularly when describing problems).
  - a. Embassy through Shared Administrative Support (SAS).
  - b. Secretarial.
  - c. Logistical/Equipment.
  - d. DIA.
  - e. Air Force.
  - f. Others.
7. GUIDANCE:
  - a. Timeliness.
  - b. Adequacy.
  - c. Types and Sources.
8. ORGANIZATION OF THE DEFENSE ATTACHE OFFICE (DAO) TO ACCOMPLISH:
  - a. Primary Mission.
  - b. Representational Functions.
9. SIGNIFICANT ACHIEVEMENTS:
  - a. Crisis Reporting.
  - b. Information Elicitation Accomplishments.
  - c. Management.
  - d. Air Force Representation.
10. OVERALL MISSION ACCOMPLISHMENT.
11. PROBLEM AREAS.
12. RECOMMENDATIONS/PROPOSED SOLUTIONS.
13. What recommendations do you have for your successor in preparing for this assignment? (Include both personal and professional preparation).
14. If you are offered an opportunity for debriefing in the Washington area, what subjects do you intend to discuss?

22 September 1978

DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR FORCE INTELLIGENCE SERVICE  
FORT BELVOIR, VIRGINIA 22060



REPLY TO  
ATTN OF.

SUBJECT: End-of-Tour Report

TO

1. The attache End-of-Tour Report prepared by \_\_\_\_\_  
(principal/assistant) attache to \_\_\_\_\_ is  
furnished for review and determination whether you desire to debrief this  
individual.

2. Please complete the form below and return by \_\_\_\_\_.

JAMES C. KEENAN, Colonel, USAF  
Director, Attache Affairs

1st Ind

Date:

TO: AFIS/INH

1. No debriefing required.

2. Reserve \_\_\_\_\_ hours for debriefing on the following subjects:

3. Briefing Office or Division (Branch) will be \_\_\_\_\_.